DEPARTMENT OF THE NAVY
COMMANDER
NAVAL METEOROLOGY AND OCEANOGRAPHY COMMAND
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NAVMETOCCOMINST 3140.23B
N3
17 MAY 1999

NAVMETOCCOM INSTRUCTION 3140.23B

From: Commander, Naval Meteorology and Oceanography Command

Subj: METEOROLOGICAL AND OCEANOGRAPHIC (METOC) POST DEPLOYMENT REPORTS

Encl: (1) Quick Look Report Format

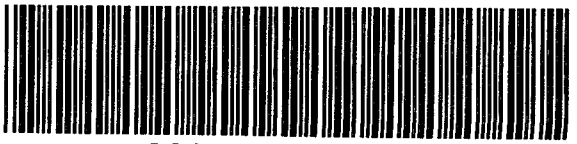
1. Purpose. To provide requirements and information for a Post Deployment report that describe encountered Meteorological and Oceanographic (METOC) conditions and the quality of support received after a major deployment. This instruction has been completely revised and should be read in its entirety.

2. Cancellation. NAVOCEANCOMINST 3140.23A

3. Background

Post-deployment reports are essential for detailing and recording METOC issues that impact the fleet and guide many of the investments we make in training, equipment, etc. These reports provide a unique opportunity for deployed METOC Officers to influence forecasting techniques, environmental modeling and share valuable lessons learned that have ultimate benefit to the warfighter.

The requirements set forth herein are intended to build on the "corporate knowledge" of warfighting support within the METOC community. The new format is designed to enhance the utility of Post Deployment Reports by providing a means to quickly identify and relay information most relevant to operational METOC support with **minimal** administrative burden.



4. Discussion. Enclosure (1) is the outline to be followed when preparing a Post Deployment Report. Through its use, the afloat METOC OA division can prepare a concise summary of operational information. A daily log of necessary information will ease report preparation. Post Deployment Reports should identify employment successes, support received or provided, problems encountered and recommended improvements. Comments on new procedures, products and data sources are highly encouraged.

5. Action. Afloat OA Divisions will send enclosure (1) to the appropriate addees. Only pertinent information and relevant categories in quicklook reporting format will be submitted; i.e., report by exception. The report should be sent prior to returning to homeport from a major deployment.

6. Applicability. Applies to all afloat units with permanently assigned METOC (OA) personnel.

7. Implementation. This directive has been coordinated with CINCLANTFLT and CINCPACFLT and is effective upon receipt.

8. Classification. Normally, METOC Post Deployment Reports will be unclassified. Classified reports are discouraged, but may be submitted as required.

9. Distribution. Distribution shall be in accordance with enclosure (1). The Naval Meteorology and Oceanography Command may further distribute all or part of the reports as appropriate.

10. Timeliness. To permit quick action, reports are requested from the operating unit within three (3) weeks of the end of deployment.

11. Change Procedures. Recommendations for changes should be submitted to the Commander, Naval Meteorology and Oceanography Command, Code N312.

12. Reports. Reports will be submitted in GENADMIN message format. When operationally significant events such as equipment casualties occur during the cruise, units should continue to report information, which is of an urgent or immediate nature via separate message.

Donald A. Roman

DONALD A. ROMAN
Chief of Staff

Distribution:

29B	Aircraft Carrier (CV, CVN)
31A	Amphibious Command Ship (LCC)
31H	Amphibious Assault Ship (LHA, LPH)
31N	Multi-Purpose Amphibious Assault Ship

Copy to:

21A	Fleet Commanders in Chief
22A	Fleet Commanders
24A	Naval Air Force Commanders
24D	Surface Force Commanders
28C	Surface Group and Force Representative
A3	Chief of Naval Operations (N096 only)
B2A	National Imagery & Mapping Agency
FD	Shore Activities under COMNAVMETOCCOM
FF42	Postgraduate School (Air/Ocean Curriculum)
FKA1B	Space and Naval Warfare Systems Command (PMW-185)

QUICKLOOK FORMAT

FM USS CV/CVN/LHD/LHA//
TO COMNAVMETOCCOM STENNIS SPACE CENTER MS//N3//
INFO CINCLANTFLT/N37//
CINCPACFLT//N3WX//
COMSECONDFLT//
COMTHIRDFLT//
COMFIFTHFLT//
COMSIXTHFLT//
COMSEVENTHFLT//
COMSURFLANT/
COMSURFPAC//(METOC CODE)//
COMNAVAIRLANT//(METOC CODE)//
COMNAVAIRPAC//(METOC CODE)//
COMSPAWARSYSCOM SAN DIEGO CA//PMW-185//
REGIONAL METOC CENTERS/FACILITIES//
(Supporting regional METOC activity)
NAVOCEANO STENNIS SPACE CENTER MS//N2//
BT
UNCLAS //N03140//
(Classify to the appropriate level)
MSGID/GENADMIN/USS CV/CVN/LHD/LHA//
SUBJ/METOC QUICKLOOK POST-DEPLOYMENT REPORT//
REF/A/DOC/NAVMETOCCOMINST/3140.23B/DDMMYY//
REF/B/MSG/COMXFLT/DDMNYR//
NARR/REF A IS METOC POST-DEPLOYMENT REPORT INSTRUCTION. REF B IS NUMBERED FLEET REQUEST FOR METOC POST DEPLOYMENT DATA IN ADDITION TO INFO CONTAINED IN REF A.//
POC/NAME/LCDR/METOC OFFICER/SHIP/POTS:/E-MAIL//
RMKS/1. PER REFS A AND B, THE FOLLOWING METOC QUICKLOOK POST-DEPLOYMENT REPORT IS SUBMITTED.

A. OPERATIONS ASSESSMENT:

(1) METOC PARAMETER
(In order of priority, list top METOC parameters affecting operations during the deployment. Recommend limiting list to no more than 5 parameters

(Example)

PRIORITY	PARAMETER
1	WIND DIRECTION AND SPEED
2	VISIBILITY
3	CEILINGS
4	SEA STATE
5	TEMPERATURE

(2) PARAMENTER JUSTIFICATION

(Example)
WIND DIRECTION AND SPEED: MOST CRITICAL PARAMETER TO DEPLOYMENT, IMPACTING AIR OPERATIONS WHEN OPERATING IN VICINITY OF "LITTORAL LOCATION".

(3) METOC IMPACT:
(Tabulate the number of operational events significantly impacted (canceled or delayed) by METOC conditions using following format)

OPERATION	IMPACT	METOC PARAMETER
1.UNREP	CANCELED	SEAS

DISCUSSION:

2.FLT OPS	DELAYED	VISIBILITY

DISCUSSION: *(State the date (day/month/year) of the operation; the METOC parameter that impacted the operation and the accuracy of the 24 hour forecast for the operation. For example:*
1. 19/Dec/9x, 10 foot seas/24 hour forecast was for 11 foot
2. 13/May/9x, Visibility < 1 mile in fog, time and severity of restricted visibility was incorrect on 24 hour forecast)

B. HIGHLIGHTS:
(Briefly describe best aspects of the deployment from METOC perspective. Recommend keeping list to 5 or less aspects)
(Example)
(1) SMQ-11 WAS FULLY OPERATIONAL DURING ENTIRE DEPLOYMENT RESULTING IN 100 PERCENT AVAILABILITY OF SATELLITE IMAGERY.

C. CHALLENGES:
(Prioritize most significant problems during cruise. Recommend keeping list to 5 or less significant problems)

D. TRAINING/PERSONNEL:
(List Navy schools, COI and training conducted for METOC personnel during deployment training cycle in preparation for deployment. List any training shortfalls and recommendations to improve fleet training for METOC afloat personnel getting ready for deployment.)

E. EQUIPMENT:
(Rate available hardware and software used to produce and disseminate METOC products and services in terms of ***functionality*** *(when working, and operated properly, how well does it do its job?),* ***reliability****, and* ***usability*** *(how easy to use is it?). Be as objective as possible; use logs and records; estimate reliability only if necessary. Do not mark a system down in one*

area because of poor performance in another. Use the 0.0 to 4.0 scale to assign grades to the nearest tenth as follows:
Functionality: 0.0 = UNSAT, 2.5 = ADEQUATE, 4.0 = PERFECT.
Reliability: 0.0 = UP 50% OF U/W TIME, 2.5 = UP 75%, 4.0 = UP 100%.
Usability: 0.0 = Hard to use, 2.5 = Useable with formal training, 4.0 = Minimal training.)

(1) HARDWARE	FUNCTIONALITY	RELIABILITY	USABILITY
1. NITES			
2. SMQ11			
3. HF FAX RCRDR			
4. PC			
5. SMOOS			
6. MRS			
7. OTHER (IDENTIFY)			

(2) SOFTWARE	FUNCTIONALITY	RELIABILITY	USABILITY
1. NODDS			
2. IW			
3. MODAS			
4. GFMPL			
5. MOC			
6. LEADS			
7. NITES			
8. MIO			
9. JMCIS			
10. PCGRA.FAX			
11. SWISDIS			
12. SMOOS INTERFACE			
13. OTHER (IDENTIFY)			

F. OTHER ISSUES (*optional*)

Examples of topics that can be commented upon in this section.

1. METOC DATABASES:

(Identify and comment on reliability/user friendliness of METOC databases.)

2. METOC PUBS/CLIMO:

(Identify most useful publications and advise requirements for revision of current publications or development of new publications.)

3. COMMUNICATIONS:

(Identify all communication paths and associated use and reliability.)

4. THEATER METOC CENTER SUPPORT:
(Comment on the quality of support from the theater METOC center. Identify most important services provided and areas which need improvement.)

5. NUMERICAL MODEL:
(Provide comments on model skill and tendencies.)

6. TACTICAL PERFORMANCE:
(Comment on how well METOC Tactical Decision Aids (TDA) affects the performance or employment of weapon systems. Identify deficiencies and requirements.)

2. DESCRIPTION OF ANY METOC LESSONS LEARNED SUBMITTED TO THE NAVY LESSONS LEARNED SYSTEM (NLLS).//
BT